

**LANSING**  
**APPLICATION FOR AUTOMATIC EXTENSION OF TIME**  
**TO FILE AN INDIVIDUAL INCOME TAX RETURN**

Taxpayer Name: Social Security No: 

Due on or Before: 4/30/2015, due date of 2014 return

Payment: \$ 

Payment Method: ☐ Make payment by check or money order payable to "City of Lansing." DO NOT SEND CASH.  
☐ Write your Soc. Sec. No., daytime phone number, and "2014 L-4868" on your check or money order.  
☐ To pay by credit card or direct debit, see income tax website of the City of Lansing ([www.lansingmi.gov](http://www.lansingmi.gov))

Address for Payment: City of Lansing Income Tax Division  
 PO Box 40756  
 Lansing, MI 48901

Instructions: ☐ An extension to file does not extend the time to pay the tax due. Tax paid late will be assessed late fees.  
☐ Line 1: Enter the total tax liability you expect to report on your 2014 Form L-1040, page 1, line 23.  
☐ Line 2: Enter the total payments that you expect to report on your 2014 Form L-1040, page 2, line 4, not including the extension payment reported on line 3 of this form.  
☐ Filing Date: The Income tax ordinance limits an extension to SIX months from the original due date.

Related Information: ☐ Federal extension: Filing a federal extension (Form 4868) with the Internal Revenue Service does not grant an extension of time to file a Lansing income tax return.  
☐ Persons living outside the United States: Where the Internal Revenue Code grants an automatic two-month extension to persons living outside the U.S., an automatic two-month extension will be granted.

Payment: ☐ An extension is automatically granted upon payment of the balance due (line 3); failure to pay the balance due invalidates the extension request; an extension filed without a payment will be not accepted.  
☐ Interest and penalty will be assessed on taxes paid late even if an extension of time to file is granted.  
☐ Penalty may be waived by the Income Tax Administrator if the tax paid by the original due date is not under stated by more than 5% of tax or the taxpayer can show that the failure to pay on time was due to reasonable cause.

Taxpayer Records: Amount Paid: \_\_\_\_\_ Check Number: \_\_\_\_\_ Date Mailed: \_\_\_\_\_

Revised: 8/20/2014

KEEP TOP PORTION FOR YOUR RECORDS. SEND BOTTOM PORTION WITH YOUR PAYMENT

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Revised: 08/20/2014

Mail To: Lansing Income Tax Division

NACTP #   
 EFIN #

PO Box 40756  
 Lansing, MI 48901

Taxpayer's first name, initial, last name		Taxpayer's SSN			
If joint return spouse's first name, initial, last name		If joint payment, spouse's SSN			
Present home address (Number and street)		Apt. no.		(2D Barcode of scan line data)	
Address line 2 (P.O. Box address for mailing use only)					
City, town or post office	State	Zip code			
Foreign country name, province/county, postal code		Amount of estimated tax you are paying by check or money order		Round to nearest dollar <div style="text-align: right;">.00</div>	